

Custodial, Labor and Trades Group  
Unskilled and Semi-skilled Labor Series

**AUTOMOTIVE SERVICE FIELD WORKER**  
03/95

### *Summary*

Under general supervision, services and lubricates automotive and heavy construction equipment in the field; and performs related work as required.

### *Typical Duties*

Servicing highway and heavy construction equipment with gasoline or diesel fuel and lubricants; greases and changes oil in heavy construction equipment; inspects equipment while greasing; adds necessary amounts of appropriate lubricants to transmission, differential and other gear boxes; changes air, oil, fuel, hydraulic and transmission filters as necessary; inspects equipment for maintenance or mechanical problems and advises operator accordingly, makes minor repairs and adjustments as required, or notifies automotive mechanic; performs emergency road service work; drives a 2 1/2 ton gas truck to job sites; maintains records of all equipment serviced; keeps records of materials or supplies used.

### *Minimum Qualifications*

Training and Experience: Completion of the eighth grade and a minimum of two years experience in the servicing and lubrication of automotive equipment; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of the basic practice, lubricants, parts and equipment used in servicing heavy construction equipment; good knowledge of the mechanical and operating features of gasoline and diesel powered equipment; some knowledge of the occupational hazards and safety precautions of the trade.

Ability to follow oral and written instructions; ability to maintain records; ability to perform heavy manual labor; ability to work under varying weather conditions; some mechanical ability; ability to establish and maintain effective working relationships with fellow employees.

Skill in the use and care of automotive service tools and equipment.

Licenses and Certificates: Texas Commercial Driver's License.

Special Requirement: Positions assigned duties which require a Commercial Driver's License (CDL) to operate vehicles on public thoroughfares, [or positions of a safety sensitive nature within Mass Transit], are subject to federal drug and alcohol testing regulations, which include preemployment, post-accident, reasonable suspicion, random, return to duty and follow-up testing.

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Director of Personnel

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Department Head